



CITY COUNCIL WORKSHOP MEETING MINUTES- *proposed*
September 17, 2025

The City Council met for a Workshop Meeting at 4:00 p.m.
City Hall
102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Anderson at 4:00 p.m.

Attendance:

Present: Mayor Anderson, Mayor Pro-Tem Stanton and Councilmembers Clark, Dean, Gardner, and Muncey.

Absent: Peterson.

Motion by Muncey, second by Dean to excuse councilmember Peterson councilmember Peterson. Via voice vote, motion carried 6-0.

Others Present: DPW Superintendent Herbert, Attorney Witte, Treasurer Bredeweg and Clerk Wolters.

Agenda Changes: None.

Public Comment on Agenda Items Only:

Chris Clark commented on item #6b.

Approval of Minutes:

Regular city council meeting minutes – September 8, 2025.

Motion by Stanton, second by Clark to approve the minutes from the regular city council meeting from September 8, 2025. Via voice vote, motion carried 6-0.

Discussion Items:

Elevator Repairs:

The City Council discussed the repair of the City Hall elevator (technically a barrier-free lift), which is inoperable. Scott Herbert explained that the main issue is a failed programmable logic controller (PLC), along with the need to replace the hydraulic power unit (HPU), cables, and other components. Replacement parts for the old system are no longer available. Three quotes were obtained, with staff recommending McNally Elevator due to their use of non-proprietary, universal parts and a positive service history. The recommended quote is \$42,982, with a suggested 10% contingency, bringing the total to \$47,280.20. The council discussed the payment schedule,

noting it is an unbudgeted item requiring a budget amendment. There were questions about receiving an itemized list of costs, which staff agreed to obtain. The council also considered whether replacing the control system could be a short-term solution while a long-term plan for City Hall is developed, as a full remodel may impact the need for a new lift or elevator. Compliance with ADA and state regulations was discussed, with assurances that the city is making reasonable efforts to restore accessibility and is providing alternative accommodation (such as virtual meeting access) in the meantime.

Special Event – Dark Sky Night at Oval Beach:

The council discussed the upcoming "Dark Sky Night" special event at Oval Beach, planned for October 21. The event aims to raise awareness about light pollution and will feature telescopes, citizen science activities, and educational materials. The north side of the beach will be used, with cones set up to minimize light pollution and direct traffic. Parking will be in the south lot, with about 58 spaces available, but organizers are prepared to expand parking if needed. Accessibility for ADA-compliant vehicles will be maintained, and volunteers will help direct attendees. A safety meeting with fire, police, and DPW is required before final approval to finalize logistics such as traffic control and event safety. Restrooms will not be available during the event, but organizers are aware and have accepted this. Council members expressed support for the event and noted strong community interest. The event will be publicized, and further details will be addressed in the upcoming safety meeting.

Public Comments: None.

Council Comments:

Councilmember Russ Gardner announced the upcoming Saugatuck Film Festival on September 27 at the Women's Club and Legion Hall, noting its growing popularity. Gardner raised a safety concern about Holland Street, particularly the danger posed by bikes (including e-bikes) and pedestrians sharing the sidewalk. He mentioned that the city's Master Plan survey includes questions about bike lanes and emphasized the need to address the Holland Street issue before someone is seriously hurt. He also requested that the October 8 workshop agenda include a debrief on 2025 Oval Beach operations and finances, with updates from Superintendent Herbert, the summer beach manager, and Treasurer Bredeweg.

Mayor Pro-Tem Lauren Stanton stated that she had no additional comments at this time and expressed agreement with Councilmember Gardner's concerns about safety on Holland Street.

Councilmember Scott Dean agreed with Councilmember Gardner about the dangers on Holland Street, emphasizing that it is hazardous for both cyclists and pedestrians due to high traffic and speed. He expressed full support for implementing safety measures to protect everyone using that stretch of road.

Councilmember Gregory Muncey expressed agreement with Councilmembers Gardner and Dean on the need for a bike path and prioritizing pedestrian and cyclist safety. He also shared that interurban ridership reached a record high in August, surpassing previous records, and noted the continued growth and expansion of the service. Muncey said he would provide more updates at the next council meeting.

Joe Clark agreed with the need to address safety concerns on Holland Street and suggested that the council also consider other areas in town where traffic and speed are problematic. He emphasized the importance of a broader discussion on community safety.

Adjournment:

Motion by Dean, second by Muncey to adjourn the meeting. Upon voice vote, motion carried 6-0. Mayor Pro-Tem Stanton adjourned the meeting at 4:34 p.m.

Respectfully Submitted

Jamie Wolters, City Clerk